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ENG 1002G-002: Composition and Literature

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Eastern Illinois University

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ENGLISH 1002-G COURSE GUIDELINES, POLICIES, AND SYLLABUS

ENG 1002-G, Fall 2014
Instructor: Tammy Veach
Office: CH 3055
Email: tfveach@eiu.edu
Office Hours: 8:30 – 9 MW only, 10:00 – 11:00 MWF & by appt.

Texts: Meyer, *Poetry, An Introduction*, 6th Ed.
Charters, *The Story and Its Writer*, 8th Ed.
Jacobus, *The Bedford Intro to Drama*, 6th Ed.
Fowler, *The Little, Brown Handbook*, 11th Ed.
Griffith, *Writing Essays About Lit*, 7th Ed.

COURSE DESCRIPTION: English 1002G, Composition and Literature, is a 3 semester hour writing course designed to improve skills in critical thinking and analytical expression based on the reading of literary texts. As in 1001G, attention is given to the ongoing development of student writing, including effective expression, clear structure, adequate development, and documentation of sources. While this course is designed to make you better readers, writers, and critical thinkers, I hope it also encourages you to enjoy literature. We will examine works of poetry, fiction, and drama written by men and women from culturally-diverse backgrounds, exploring them within historical, social, cultural, and aesthetic contexts. Because this is a composition course, students will write quite a bit – at least 5,000 words – about this literature (analytical, persuasive, and research essays, which you will be expected to revise after receiving feedback through peer review and conferences with your instructor). Expect to spend 1 to 2 hours reading, analyzing, and/or writing about each day's assignment before class. Prerequisite: English 1001G.

COURSE OBJECTIVES: In successfully completing 1002G, students will:

1. Write expository and persuasive papers throughout the semester (a minimum of 5,000 words) in which paragraphs, sentences, and words develop a central idea
2. Read poetry, fiction, and drama expressing a wide range of cultural perspectives and values and develop abilities to think critically and write analytically about them
3. Engage in reading and writing experiences about literature in order to demonstrate an increased understanding of and appreciation for social, cultural, intellectual, and aesthetic ideas and their discovery
4. Develop research skills, including effective use of source materials and principles of documentation
5. Develop skills in revising their own writing by participating in peer review workshops and by revising their essays

SPECIAL INFORMATION ABOUT ENG 1002-G AND ABOUT THE EWP: To be enrolled in this class, you must have passed ENG 1001-G with a grade of C or higher, or must have received credit through transfer or through the CLEP proficiency examination. As a graduation requirement, you must submit 3 essays to be included in your Electronic Writing Portfolio; you may choose to submit an essay from this class to help fulfill that obligation. Please go to www.eiu.edu/~assess/ewpmain.php for complete information regarding the EWP.

CLASS HANDOUTS/ INFO -- CHECK EMAIL DAILY: Please check your EIU Panthermail account for information and class handouts/materials. You will need to print, read, and analyze materials before class; hard copies of handouts will not be provided. If class is ever canceled you will be notified by a note on the classroom door; it may have special instructions, so please be sure to read it yourself rather than relying on a classmate's message. If possible, I will also notify you via Panthermail with further information and instructions. (While your course syllabus and perhaps other material will be posted to D2L, I will not be using email on that platform.)

INFORMATION FOR STUDENTS WITH DISABILITIES: If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2006, or call 217-581-6583 to make an appointment.

ATTENDANCE, MAKE-UP WORK, AND LATE WORK:

- If you are absent it is your responsibility to find out what you missed and if changes were made to our tentative syllabus. Your regular attendance is important; due to the interactive nature of this course, much of what we do simply cannot be replicated, even if your absence is excused.
- Excused absences are granted only for **serious and verifiable** reasons, NOT for matters of personal convenience, **nor for illnesses or emergencies for which you have failed to provide verification**. You must initiate the process of documenting your absence as excusable; merely emailing to say you will miss class is **NOT** acceptable verification of the legitimacy of your absence. I reserve the right to determine what is/is not an excused absence.
- Examples of excused absences include illness documented with a doctor's note, death in the family for which you have provided a copy of the obituary, (for commuters only) inclement weather or car trouble for which you have provided a copy of the towing or repair bill, etc. Examples of unexcused absences include oversleeping, an appointment with your advisor or financial aid office or the like (should not be scheduled during class time), being scheduled to work at your job, studying for a test or working on a project for another class, missing because your ride home is leaving early, involvement in Greek or other extra-curricular activities, etc.
- If your absence is excused, late/ make-up work must be completed promptly. If you were absent on the day an assignment was due, to avoid penalty you must turn it in the day you return. You will have as much time for make-up work as you were absent (e.g. if you miss 1 class, make-up work is due 1 class after you return).
- I will allow each of you 3 personal days this semester to use at your discretion without penalty, with the following exceptions: **these personal days may not be used on any day in which an essay or presentation is due, on in-class work days for the group project, on the day of your mandatory conference, on days of announced quizzes, or on the day of the final examination.**
- If participating in an official EIU activity, work you'll miss must be completed **in advance**. Remind me of your upcoming absence (not just a list of dates), allowing enough time to complete assignments before you leave.
- Attendance is recorded daily; unexcused absences will substantially hurt your grade, especially as follows:
 1. In-class work (quizzes, writing exercises, etc.) can be made up only if your absence is excused
 2. Late work is graded down one letter grade for each day it's late, unless due to an excused absence
 3. Part of your final grade is based upon daily activities: contributions to class discussions, in-class writing, a presentation, peer evaluation, conferences & other activities that can be completed only if you're here.
- **No assignments will be accepted more than one week after the due date; a zero will be recorded.**

RESOURCES FOR STUDENTS:

- **The Student Success Center**—Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (<http://www.eiu.edu/~success>) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.
- **The Writing Center**—Located at 3110 Coleman Hall, this free service provides one-to-one conferences with consultants who can help you with brainstorming, organizing, developing support, documenting your papers, and working with sentence-level concerns. It is open to help any student from any major at any stage of his or her writing process, and its system of one-to-one conferences demonstrates value and respect for individual writers, all of whom can benefit from feedback about their works in progress.
- **Early Alert System**—EIU maintains an Early Alert System (EAS) to help students know when they are not performing up to academic standards. Alerts may be given for poor attendance, turning work in late, or doing poorly on an assignment or test. EAS staff will contact you to help you find resources (on time management, study skills, test-taking, finding tutors, or other academic resources) to help you be a successful student. I will use the EAS if I believe you could benefit from talking to a success coach.

CLASSROOM ETIQUETTE: Demonstrating courtesy to others is important in this class. Please listen while another person is speaking, refrain from private conversations, do your homework at home, put your cell phone on vibrate or all sounds off and refrain from all texting/emailing and cell phone use in class, stay awake and alert (no iPods, Beats, etc.), and respectfully handle points of view that differ from your own. You are expected to arrive to class prepared/ on time. Those who are frequently late or several minutes late will face penalties, including non-admittance to class and/or receiving an unexcused absence for lateness. Problems in these areas will adversely affect your daily grade and may result in your dismissal from that day's class.

GRADING: English department standards will be used to determine grades on all written work, stringent guidelines evaluating not only the quality and development of your ideas and literary analysis, but also your style, organization, grammatical proficiency, etc. While you will be graded on a variety of activities, the quality of your writing will largely determine your grade in this class. To calculate grades I will use a 90-80-70% scale. I anticipate assigning a total of 1,000 points: 900-1,000 = A, 800-899 = B, 700-799 = C, but I reserve the right to make changes (e.g. adding or deleting essays, quizzes or other assignments) that may affect the semester point total, though I will still grade on a 90-80-70% scale. For various reasons (including the fact that you'll have the opportunity to earn extra credit through a service learning project/accompanying essay), I do not round off grades; for example, 799 points or 79.9% still = a C. English 1002-G is graded on an A, B, C, and NC (no credit) basis, **so you must earn 70% (tentatively 700 points) to pass this class.**

TENTATIVE REQUIREMENTS AND THEIR POINT TOTALS, INCLUDING EXTRA CREDIT OPPORTUNITY:

- **Formal Essays, 450 points (and 25 pts. of extra credit possible)** -- You are required to submit all work on each essay from beginning to end -- brainstorming, rough drafts (save/print a copy of each draft before revisions), and final draft. You are required to revise each essay before submitting the final draft -- use feedback received in conferences, peer evaluation sessions, and on previous assignments to guide you:
 - Essay 1, poetry, minimum length of 1,000 words, mandatory conferences, worth 150 points
 - Essay 2, fiction, minimum length of 1,000 words, worth 150 points
 - Essay 3, drama, minimum length of 1,500 words, worth 150 points, multiple outside sources required.
 - Extra credit, service learning experience, minimum length of 500 words, worth up to 25 points (see separate sheet)
- **Background research assignments, 100 points (50 each)** -- You will complete 2 brief (500-word) research assignments, one on specific questions about the author prior to our discussion of Anne Sexton's poetry and one on your choice of the short stories on our syllabus to help you lead the class discussion the day that story is due. Both assignments will require the use of multiple sources and MLA parenthetical documentation.
- **Comprehensive Final Exam, 200 points**, entirely essay in nature (be prepared to write), which will cover all course materials. Please be sure to save all handouts and class notes.
- **Reading Quizzes, 50 points.** Some quizzes will be announced in advance; others will not.
- **Final Project/Presentation, 100 points** -- a group project relating to poetry, fiction, or drama, with a clear connection to our syllabus and a writing component (minimum of 500 words). Full details provided later.
- **Daily grade: participation, attendance, preparedness for class, etc., 100 points:** Given the interactive nature of this class, your attendance and participation are essential. Discussion is crucial in this class; if you are not here obviously you cannot contribute your thoughts. Participation also means more than just showing up and sitting silently or taking notes on other people's ideas -- you are expected to read and think about the assignments before class **AND to contribute actively** to class discussions. Other factors in the daily grade include being punctual, prepared for, and attentive during class and conferences; following the policies listed under "classroom etiquette"; having a positive attitude; and treating your classmates and teacher with respect. Remember that along with attendance, your level of preparation for class and contributions to discussion are also crucial factors! I will use the following formula in calculating your daily grade:

1. All students will begin with 50 automatic points and will add to or subtract from these base points.
2. Students will receive -50 to 20 points for class behaviors, such as being prepared for and paying attention in class/conferences, treating others respectfully, following classroom etiquette, etc. By showing up to class/conferences prepared and on time and by avoiding negative behaviors, students should earn the full 20 points, but frequent or serious disciplinary issues will result in a score of 0 to -50 in this category.
3. Students will earn 0 to 30 points for contributions to class discussion on days we analyze the poems, stories, and plays. Based on the frequency and quality of their contributions, students will earn 0, ½ point, or 1 point per day. If you sit silently and do not contribute, you will not receive a point that day.
4. Students will have 10 points subtracted from their daily grade for each **unexcused** absence beyond their 3 personal days (e.g., 4 absences = -10 points, 5 absences = -20 points, and so on). Please note: there is no deduction for an excused absence for which you have provided documentation.

CONFERENCES, FEEDBACK ON ROUGH DRAFTS, ETC.: We will have mandatory conferences on Essay 1 to discuss your rough draft, and I encourage you to talk to me any time you have questions. If my office hours don't fit your schedule, we will strive to arrange a conference at a mutually-convenient time. I will use conferences to answer questions and to address global issues in your work rather than to proofread, clean up your grammatical errors, typos, etc., so be prepared to be your own editor. Finally, please do not wait until the last minute to ask for my advice. I cannot guarantee that I will be able to respond if you're contacting me just a few days before your essay is due; I will answer as many questions as possible on a first-come, first-served basis but may not be able to respond to all questions, emails, or conference requests due to time constraints. Consider the Writing Center in Coleman Hall room 3110 as another option.

CONTACTING ME: I encourage you to approach me any time you have questions – via email (tfveach@eiu.edu rather than through D2L email) or face-to-face during class or during my office hours. If emailing, please include your name. I will respond to your message as soon as possible after I receive it. I do not have a phone in my office, so emailing me is the easiest way to reach me if you are not able to see me during class or office hours.

ACADEMIC INTEGRITY: Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (<http://www.eiu.edu/judicial/studentconductcode.php>). Violations will be reported to the Office of Student Standards.

ENGLISH DEPARTMENT'S POLICY ON PLAGIARISM:

Any teacher who discovers an act of plagiarism -- 'the appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work' (*Random House Dictionary of the English Language*) -- has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignments of a grade of F for the assigned essay and a grade of F for the course, and to report the incident to Student Standards. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.

MORE ON PLAGIARISM, ACADEMIC INTEGRITY, AND ON SEEKING APPROPRIATE HELP WITH YOUR WRITING: Plagiarism means taking the words or ideas of another person and passing them off as your own. To avoid it, take special care when using outside sources (including Internet sites): if you incorporate such material into your work, you must follow MLA documentation guidelines to cite in parentheses each author and page # after any sentences that include this material (and include a Works Cited page with complete bibliographic information). If you use both ideas and wording from a source, it's not enough just to cite author and page number; you must also use quotation marks around sentences, phrases, or even key terms taken verbatim from this source. Failure to cite AND also use quotation marks around "borrowed" language is plagiarism. If you have any questions about incorporating or citing material from sources, please see me -- *before* the assignment is due.

Even if you're not using outside sources, you must still make sure that all of the work is your own and has been prepared specifically for this class. If you have problems with your writing, you need to develop the skills necessary to overcome those problems, and I'm here to help you do that, but it won't happen magically or effortlessly or overnight. However, even though it takes hard work and is often a slow process, it's a far better choice than cheating. In addition, please do not attempt to submit work that you've written for another class. If you have another assignment that you would like to modify for this class, you must get specific permission from me and must be willing to make significant changes to the work -- no recycled papers from high school or other college courses!!!

Acceptable help with your writing: consulting with me; working with members of your peer evaluation group, who are instructed to respond to your work following specific guidelines and restrictions explained in class; seeking tutoring from the ENG department graduate assistants in the Writing Center (Coleman Hall 3110), who will help you with your writing, but without doing the work for you (consulting, not proofreading). While it is certainly helpful to seek the feedback of others when you write, please don't ask your family, friends, the English major on your floor, or anyone else, to "fix" your paper for you. Feedback is useful, but having someone else do the work for you impedes your development as a writer and violates EIU's academic integrity standards.

Unacceptable help with your writing: You must turn in your own work. It is unacceptable to take any of the following, obvious shortcuts: having someone edit or polish your assignment for you; having anyone else write or rewrite all or a portion of your essay, having someone else identify and correct your grammatical mistakes for you; taking anyone else's ideas and/or words and/or efforts and passing them off as your own; submitting an essay in which any portion has come from anyone else's essay (including fraternity and sorority files) or from an Internet site, term paper company, *Cliff's Notes*, *Sparks Notes*, *Masterplots*, or any other "cheater" source, or submitting without permission an essay you wrote for another class. Remember: I enforce my department's plagiarism policy to the fullest and impose similar penalties for all incidents involving academic integrity violations.

I wish each of you the best of luck this semester -- and am happy to point out that only the few of you who refuse to do the necessary work for this class will be affected by most of these policies. For the rest of you -- together we will work hard, but I hope we'll also have fun along the way. I hope not only

to challenge you this semester, but also to encourage you, to inspire you, and to delight in your success.

Welcome to my class, and I hope you'll soon feel that it is OUR class. I'm looking forward to a great semester with you!

VEACH, ENG 1002, FALL 2014, TENTATIVE DAILY SCHEDULE
ENG 1002-G: SECTION 002, 9 – 9:50 MWF, CH 3210/3140

Instructor: Tammy Veach
Email: tfveach@eiu.edu

Office: 3055 Coleman Hall
Office Hours: 8:30 - 9 MW only, 10 - 11 MWF, & by appt.

Read/reread/begin analyzing all literature assignments BEFORE coming to class on the day the assignment is listed. P = poetry book; F = fiction book; D = drama book; H = handout

Week 1, CH 3210

- M (8/25) Intro to course and policies; get acquainted
- W (8/27) Poetry terms and tips (H); Reading closely: "Those Winter Sundays" (P 21)
- F (8/29) More practice at close reading: "To A Daughter Leaving Home" (P 291), "Snapping Beans" (P 49), background on conflict resolution (H) for upcoming discussion of "Home Burial"

Week 2, CH 3140

- M (9/1) **Labor Day Observance; No Class!!**
- W (9/3) Speaker: "Home Burial" (P 372)
- F (9/5) Speaker: "Junior Year Abroad" (P 550), "Weather Stripping" (H); Essay # 1 Assigned

Week 3, CH 3210

- M (9/8) Imagery: "Dulce Et Decorum Est" (P 121), "Traveling Through The Dark: (P 171)
- W (9/10) Imagery: "Fast Break," "Execution" (both H)
- F (9/12) Metaphor: "The Elder Sister" (H) and background on birth order (H)

Week 4, CH 3140

- M (9/15) Tone: "Still I Rise" and "'Race' Politics" (both H)
- W (9/17) Tone and Theme: "Legal Alien" (P 558) and "Recipe" (P 565)
- F (9/19) Tone and Theme: "Alzheimers" (P 280), "The Gift" (H)

Week 5, CH 3210

- M (9/22) **Sexton research due (50 pts.)** An author's work, Anne Sexton: "All My Pretty Ones," "Young," "Self in 1958," "For My Lover, Returning to His Wife," "The Twelve Dancing Princesses," and "To A Friend Whose Work Has Come To Triumph" and Maxine Kumin's "How It Is" (All H)
- W (9/24) No Class -- Mandatory conferences over Essay #1 in my office, CH 3055. **Mandatory attendance on the day/time you signed up for!** Contact me immediately if you haven't signed up for a conference!
- F (9/26) No Class – conferences continue

Week 6, CH 3140

- M (9/29) No Class -- Final Day of conferences.
- W (10/1) Class resumes; **ESSAY # 1 DUE!!** Introduction to fiction – check email and bring handout to class. **In class choose stories for research/ sign up to lead discussion for 1 story**
- F (10/3) No Class – background research on story you signed up for – **due the day your story is discussed**

Week 7, CH 3210

- M (10/6) "The Story of an Hour" (F 283-84)
- W (10/8) "Hills Like White Elephants" (F 539-42)
- F (10/10) "The Shawl" (F 1072 – 75)

Week 8, CH 3140

- M (10/13) "The Things They Carried" (F 1001 – 14)
- W (10/15) "The Red Convertible" (F 400-407)
- F (10/17) **No Class – Fall Break!!!**

Week 9, CH 3210

M (10/20) *Death of a Salesman* (D 1069 - 1106); **reading quiz**; begin DVD
W (10/22) DVD
F (10/24) DVD; **Essay 2 Due!! Essay 3 assigned.**

Week 10, CH 3140

M (10/27) *Death of A Salesman* discussion
W (10/29) Final discussion of *Death of A Salesman*
F (10/31) NO CLASS; library research for Essay 3

Week 11, CH 3210

M (11/3) Quiz on *A Raisin in the Sun* (D 1179 – 1216); begin DVD
W (11/5) Continue DVD
F (11/7) Finish DVD

Week 12, CH 3140

M (11/10) Discussion of *A Raisin in the Sun*
W (11/12) Finish discussion; final project assigned/ groups chosen
F (11/14) NO CLASS – View DVD of *The Laramie Project* on reserve in Booth Library

Week 13, CH 3210

M (11/17) Discuss *The Laramie Project* (D 1627 – 1654)
W (11/19) Discussion of *The Laramie Project*; peer review of Essay 3
F (11/21) No Class; **Essay 3 due by 11 a.m. at my office** (CH 3055)

Week 14

M 24, W 26, F 28 – Thanksgiving Break; No Class!!!!

Week 15, CH 3140

M (12/1) Study guide for final exam distributed and discussed. In-class work on project/[presentation].
W (12/3) In-class work on project/presentation
F (12/5) In-class work on project/presentation

Week 16, CH 3210

M (12/8) **Projects are Due!!! Half the groups will give presentations today! Review for final exam.**
W (12/10) **Remaining groups will give presentations today! Additional review for final exam.**
F (12/12) No Class – study for final exam. See me at my office 8:30 – 10 a.m. if you have questions.

Week 17 -- Final Exam Week, CH 3140. Bring your own paper, your textbooks, class notes, and handouts.

Section 002 (9 o'clock class) Tuesday, Dec. 16, 8:00 – 10:00 a.m., CH 3140

Section 006 (12 o'clock class) Wednesday, December 17, 12:30 to 2:30 p.m., CH 3140

- 1. Requests to reschedule your final exam must be made in person (NOT by email or a note) no later than Friday, Dec. 12. REQUESTS ARE NOT AUTOMATICALLY GRANTED!!!!**
- 2. If you're requesting a change because you have 3 finals on your exam day, you must present me with an up-to-date copy of your official EIU class schedule AND syllabi for the 3 courses for verification.**
- 3. If you miss class, final exams will ONLY be rescheduled for catastrophic reasons w/ IMPECCABLE verification. You must contact me no later than 3 p.m. on Wednesday, December 17 to be considered for rescheduling.**
- 4. Make up exams for those who have made the arrangements and have provided proper verification will be given on Friday, December 19 from 8:00 a.m. - 10:00 a.m.**